

## **Overview & Eligibility**

The Ferry Boat Program (FBP) is a federally-funded transportation program dedicated to public ferry boat facilities. Federal-aid highway funds are available, through the State transportation agencies, for designing and constructing ferry boats and for designing, acquiring right-of-way/utilities, and constructing ferry terminal facilities. Ferry boats and terminal facilities that serve vehicular travel as links on public highways (other than Interstate highways), as well as ferry boats and terminals only serving passengers as a fixed route transit facility, may be eligible for these Federal-aid highway funds.

Information on the eligible project categories can be found in the [Construction of Ferry Boats and Ferry Terminal Facilities FACT SHEET](#). To be considered for funding, applicants must complete requirements from:

1. Federal Highway Administration
2. Kentucky Transportation Cabinet (KYTC) Division of Planning
3. Kentucky State Clearinghouse t

Recipients will be required to adhere to the KYTC's Federal-Aid Highway Project Development Guide for Local Public Agencies ([KYTC Local Public Agency Guide](#)).

If an applicant is only requesting Utility, Right of Way, and/or Construction funds, the design plans for the project must be complete and reviewed by KYTC before the project will be awarded funding. Plans should meet the requirements set forth in the [KYTC Local Public Agency Guide](#), even if no federal funds will be used for the Design phase of the project. All projects must have a completed [Project Development Checklist \(PDC\)](#) once funding is awarded to the project; even if only requesting Construction funds, KYTC will be unable to set up federal funds or a contract with the project sponsor, until the [Project Development Checklist \(PDC\)](#) items are complete.

**In-kind match must be approved by the Division of Planning before beginning a project.**

Applications for funding should be submitted to the appropriate MPO and the Division of Planning at the same time. If a project does not fall within an urbanized area, the application should be submitted directly to the Division of Planning. During this time, the Division of Planning will review the application with FHWA to determine project eligibility and will review all roadway infrastructure projects with the appropriate KYTC District Office. The Division of Planning will return any applications with missing information or ineligible items to the applicant for corrections. The applicant may then submit their corrected application to the Division of Planning and the MPO.

Applications submitted to the Division of Planning must be emailed to Casey Wells at [Casey.Wells@ky.gov](mailto:Casey.Wells@ky.gov). Applicants will receive a confirmation email upon receipt of the application.

**Person in Responsible Charge**

FHWA defines a Person in Responsible Charge as a full-time employee of the Local Public Agency. The responsibilities of this person can be found in 23 CFR 635.105. The person designated as the Person in Responsible Charge will be the contact for the life of the project and should be able to answer any questions regarding the project. All correspondence and other documents from the KYTC will be sent to this person. Applicants will be responsible for notifying the Division of Planning if the Person in Responsible Charge changes.

**State Clearinghouse Requirements**

All applicants must complete the Kentucky State Clearinghouse requirements prior to submitting an application. The State Applicant Identifier (SAI) number provided upon submittal of the Clearinghouse requirements must be included in the application.

For more information on the State Clearinghouse, applicants may also contact the Department for Local Government at (502) 573-2382. Information on the State Clearinghouse may be found at the following link:

<http://kydlgweb.ky.gov/FederalGrants/eClearinghouse.cfm>

**System for Award Management (SAM) Requirements**

All applicants must be registered in the federal System for Award Management (SAM) before applying for funding. To register, go to <https://www.sam.gov/portal/SAM/#1>. Applicants are asked to provide their assigned CAGE Code on the FBP funding application.

**Required Attachments to the Application****Attachment A – Location Map(s) of Proposed Site(s)**

An 8 ½" x 11" location map identifying the site in proximity to federal, state, or local highways must be attached.

Aerial photography maps are preferred.

If the project involves acquiring a real-property interest, include:

- Current ownership of the property
- Plat or property sketch
- Type of title being acquired
- Identification of any improvements
- Size of tract or size of the area acquired
- Parent tract if it is a partial acquisition

**Attachment B – Detailed Engineer's Estimate or Project Cost Estimate**

An engineer's estimate should be included with this application. The estimate will be used to assess the project construction costs. If applying for a non-infrastructure project, please attach a detailed cost estimate.

**Attachment C – Letter of Match Commitment**

A minimum 20% match is required for this project. Please attach a letter from the applicant signature authority (Judge/Executive, Mayor, etc.) committing the match for this project. There is extensive advanced documentation required when using in-kind match and the project sponsor will be required to provide this documentation as part of the reimbursement process. If cash will be used for match, the letter should indicate the Local Public Agency has funds available to use as match as soon as the project is approved.

**Attachment D – Public Private Partnership Acknowledgement (only for PPP projects)**

If the submitted project is the result of a Public-Private Partnership, please attach a letter from the private entity indicating their acknowledgement, if funded, the project must follow all applicable state and federal guidelines and a Public-Private Partnership agreement will be required before the KYTC enters into any agreement with the Local Public Agency applicant for funding. The letter should also outline any match to be provided by the private entity.